

**CONSTITUTION
OF THE
PANHELLENIC ASSOCIATION
AT
LOUISIANA STATE UNIVERSITY**

Approved February 6th, 2017

ARTICLE I: NAME

The name of this organization shall be the Panhellenic Association at Louisiana State University.

ARTICLE II: PURPOSE

The purpose of the Panhellenic Association shall be:

1. To maintain on a high plane, fraternity life and interfraternity relations within our university.
2. To further outstanding intellectual accomplishment and sound scholarship.
3. To cooperate with the college administration in the maintenance of high social standards.
4. To be the forum for the discussion of questions of interest in the university and fraternity world.
5. To compile rules governing recruitment, new member periods, and initiation on campus.
6. To create an environment of unity and fairness.

ARTICLE III: BASIC POLICIES

1. The Panhellenic Association shall be non-commercial.
2. The name of the Panhellenic Association or the names of any members in their official capacities shall not be used in connection with a commercial concern.
3. The Panhellenic Association shall cooperate with Louisiana State University and the university administration to support the improvement of education.
4. The Panhellenic Association may cooperate with other organizations and agencies, but persons representing the Panhellenic Association in such matters shall make no commitments that bind the organization.

ARTICLE IV: MEMBERSHIP

There shall be three classes of membership: Regular, Provisional, and Associate

1. The Regular membership of the Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference (NPC) fraternities and all other recognized local or national sororities on campus.
2. The Provisional membership of the Panhellenic Association shall be composed of all chapter members in good standing of National Panhellenic Conference (NPC) and colonies or pledged chapters.
3. The Associate membership of the Panhellenic Association shall be composed of all members in good standing of local sororities or interest groups or national or regional non-NPC member groups who have met the requirements for membership in the campus Panhellenic Association.

No fraternity or student who meets the other criteria for membership in the Panhellenic Association as listed in this Constitution may be denied membership on the basis of race, color, religion, national origin, age, handicap, marital status, veteran's status, or sexual orientation.

ARTICLE V: EXECUTIVE BOARD OFFICERS

1. *The Executive Board officers of the Panhellenic Association shall be President, Vice President of Administration & Accountability, Vice President of Recruitment, Vice President of Public Relations, Secretary/Extension, and Treasurer.*
2. *There shall be six additional Executive Board officers. The Director of Recruitment Publications, Director of Recruitment Registration, Director of Recruitment Counselors, Director of Operations, Director of Recruitment Personnel, and Director of Recruitment Logistics.*
3. The officers shall be delegates from fraternities holding regular membership in the Panhellenic Association at LSU. Delegates from fraternities with associate or provisional membership are not eligible to hold office.
4. The officers shall serve for a term of one year, but may serve more than one year.
5. The officers must be enrolled as full time students at LSU.
6. The officers must be in good standing with the University, have at least a 2.7 cumulative GPA, and not be on disciplinary probation or deferred suspension.
7. All Panhellenic officers and delegates must be active members of their chapters for the duration of their term in office.
8. The officers must meet all other reasonable academic standards established by the Panhellenic Association as included in the Panhellenic Association's By-Laws.
9. The Recruitment Related officers must live in or around the Baton Rouge area over the summer to attend weekly meetings and may not take vacations after the date one week prior to the final application deadline for formal recruitment.

ARTICLE VI: THE PANHELLENIC COUNCIL

The administrative body to the Panhellenic Association should be the Panhellenic Council. It shall be the duty of the Panhellenic Council to administer all business related to the overall

welfare of the Panhellenic Association and to compile rules governing the Panhellenic Association, including recruitment and new member periods, which do not violate the sovereignty, rights, and privileges of member fraternities.

1. **MEMBERSHIP** – The Panhellenic Association shall be composed of one senior delegate, one junior delegate, and one new member delegate in the fall from each National Panhellenic Conference and any other officially recognized local sorority that the Constitution and By-laws may allow for membership.
2. **SELECTION OF DELEGATES** – Delegates to the Panhellenic Council shall be selected by their respective fraternity chapters to serve for a term of one year.
3. **DELEGATE VACANCIES** – When a delegate vacancy occurs, it is the responsibility of the fraternity concerned to select a replacement within two weeks and to notify the Panhellenic Council Secretary of her name, address, and telephone number. When a meeting of the Panhellenic Council occurs while a delegate vacancy exists, the remaining delegate of the fraternity concerned shall fulfill the duties of the delegate in all cases.
4. **PRESIDENTIAL VACANCY** - The Administrative Vice President shall fulfill the duties of the President in the event of her absence. Should the Administrative Vice President choose not to, or is unable to accept the position, it will become open to the remaining Executive board members. The election procedure will be carried out as stated in the Panhellenic Bylaws.
5. **OFFICERS** – The Officers of the Panhellenic Association shall serve as the officers of the Panhellenic Council. These officers serve as the Executive Board of the Panhellenic Council and shall have such powers and duties as prescribed in the by-laws of the Panhellenic Association.
6. **MEETINGS** – Regular meeting of the Panhellenic Council may be called by the President when necessary and shall be called by her upon written request of any member delegate to the Panhellenic Council. Panhellenic Council meetings are to be held at 3:45 p.m. on Mondays excluding weeks of university break, midterms, and finals.
 - a. **EXECUTIVE BOARD MEETINGS** – Weekly meetings of the Executive Board shall be held at 3:00 p.m. on Wednesdays, unless unavoidable class conflicts prevent this meeting time.
 - b. **DIRECTOR MEETINGS** – Weekly meetings of the Committee Directors shall be held at 2:00 p.m. on Wednesdays, *unless unavoidable class conflicts prevent this meeting time.*
 - c. **SPECIAL MEETINGS** of the Panhellenic Council may be called by the President when necessary and shall be called by her upon the written request of any member delegate to the Panhellenic Council.

- d. QUORUM – Two-thirds of the member fraternities shall constitute a quorum for the transaction of business.

7. VOTING

- a. The voting body of the Panhellenic Association shall be its Panhellenic Council.
- b. The voting members of the Panhellenic Council shall be the senior delegates of each fraternity holding regular and associate membership. The power of one vote, cast by the senior delegate, shall be granted to each regular member group. If a senior delegate is absent, that fraternity's junior delegate shall cast the vote of her fraternity. If both the senior and junior delegates are absent, a member of her fraternity may cast the vote, providing her credentials have been presented in writing to the council President prior to the meeting.
- c. Two-thirds of voting members of the Panhellenic Council shall be required to establish recruitment rules, to establish total chapter size, to amend the constitution, and to add a chapter. A majority vote shall be required to carry all other questions.
- d. The Panhellenic President shall vote only in case of a tie.

- 8. VOICE - The junior delegate shall have a voice but not a vote. In the fall, the New Member delegate shall have a voice but not a vote.

ARTICLE VII: STANDING AND JOINT COMMITTEES

Such standing and joint committees as necessary to carry out the work of the Panhellenic Council shall be outlined in the by-laws. Special committees and officers may be appointed by the Executive Board to serve terms in conjunction with the term of the Executive Board.

ARTICLE VIII: UNANIMOUS AGREEMENTS

All members of the Panhellenic Association shall act in accordance with fundamental Panhellenic rules and policies established by National Panhellenic Conference in the Unanimous Agreements.

ARTICLE IX: HAZING

Consistent with the LSU Policy Statement #108, Prohibition of Hazing, and the National Panhellenic Conference (NPC) Manual of Information, hazing in every form is prohibited by any member group of the Panhellenic Association of LSU.

ARTICLE X: AMENDMENTS

The constitution may be amended by a two-thirds vote of the member of the Panhellenic Council, providing notice of the proposed amendment has been given in writing at the preceding regular meeting of the Panhellenic Council subject to the approval of the Dean of Students or his/her designee.

BYLAWS

ARTICLE I: ORDER OF BUSINESS

The order of business for all Panhellenic Council Business meetings shall be:

1. Call to Order and Creed
2. Roll Call
3. Officer Reports
4. Advisor Reports
5. Committee Reports
6. Delegate Reports
7. Old Business
8. New Business
9. Sisterhood Activity
10. Announcements
11. Adjournment

The order of business for all Panhellenic Council Committee meetings shall be:

1. Call to order and Creed
2. Roll Call
3. Officer Reports
4. Advisor Report
5. Break into Committees
6. Committee Reports
7. Delegate Reports
8. Announcements
9. Adjournment

ARTICLE II: FINANCE

1. Fiscal Year – The Fiscal year of the Panhellenic Association shall be from January 1 to December 31 of each year inclusive.
2. Contracts – The signature of the President or the Treasurer shall be required to bind the Panhellenic Council.
3. Payments – All payments due to the Panhellenic Council shall be made to the Treasurer, who shall record them. Checks shall be made payable to the Panhellenic Council of LSU.
4. Membership Dues –

- a. Amount – The semester dues of each Panhellenic Association member fraternity shall be an assessment of *ten dollars (\$10.00)* per member and new member.
 - b. Time of Payment – The dues of each Panhellenic Association member fraternity shall be payable on or before March 1st for Spring Semester and October 10th for Fall Semester.
 - c. Penalty for non-payment – Any chapter failing to pay dues or any bills by the specified time will forfeit the right to vote until the debts are paid.
5. Inactive Status – In the event the Panhellenic Council of LSU becomes inactive, all funds left in the treasury after all outstanding debts and claims have been paid shall be donated to Greek Life at LSU.

ARTICLE III: SELECTION OF OFFICERS

- 1. Qualifications
 - a. All officers shall have and maintain an overall GPA of 2.8 during their term of office and shall be in good standing with the University and their chapter.
 - b. Officers shall presently be, and continue to be throughout their terms, active members in good standing with their own fraternities.
 - c. Nominees for office should currently be or should have previously been Panhellenic Council delegates if at all possible with the exception of the Recruitment Personnel Vice President who shall have served as a Recruitment Counselor as a qualification.
 - d. No one member fraternity may hold more than three Executive Board offices in a given term, and at least one of those offices must be a director position.
 - e. Officers may not hold a chapter executive board position or another major position on campus, such as Greek Board of Directors, Student Government, or Student Activities Board, etc. This decision will be made under the discretion of the current Panhellenic Executive board.
- 2. Nominations
 - a. Committee – A nomination committee shall be formed to prepare a slate of officers. This committee shall be composed of members of the Executive Board who are not eligible for re-election or who decline to run for office and the University advisor to the council, and, if necessary, no more than seven seniors eligible for May graduation from the Council. The chairman shall be the highest ranking Executive Board member who is a senior eligible for graduation the following May.
 - b. Slate Presentations – The nomination committee chairman shall present the slate at the meeting two weeks before elections.
 - c. Floor Nominations – Nominations from the floor will be taken at both the meeting in which the slate is presented and the meeting in which elections are held.

3. Elections
 - a. Date – The slate shall be presented by the last week of October at the Panhellenic Council Meeting, and shall take office at the last Panhellenic meeting of the fall semester.
 - b. Voting – If slate is not accepted, each candidate will be voted on individually. Each member group has the power of one vote. If no nominee receives a majority of votes on the first ballot, a run off ballot shall be held between the two people receiving the highest number of votes.
4. Officer Removal Policy – A Panhellenic Executive Officer may be removed by a two-thirds vote of the Panhellenic Executive Board.
5. Vacancies in Office – Should the office of President be permanently vacated, the Administrative Vice President shall immediately succeed into the office of President as interim, until a new President is chosen. Nominations will come from members of the current Executive Board and be chosen by an interview process. The remaining Executive Board officers, along with the Panhellenic Advisor will conduct the interview. All vacant offices may be opened up to the Panhellenic Council. Applications should be filed and an interview should take place. The Executive Board and Panhellenic Advisor will also conduct this interview. This shall serve as the procedure should any other Executive office be vacated.

ARTICLE IV: OFFICER DUTIES

1. The President shall:
 - a. Have overall responsibility for the operation of the Panhellenic Council.
 - b. Call and preside at all regular and special meetings of the Panhellenic Council.
 - c. Call and preside at all meetings of the Panhellenic Executive Board
 - d. Serve as ex-officio member of all Panhellenic Council Committees but have no voice or vote.
 - e. Report as necessary to the National Panhellenic Conference Area Advisor.
 - f. Maintain a complete and up to date President's file of all material pertinent to the running of the council and this office.
 - g. Assist in the interview and selection of the Recruitment Team.
 - h. Serve as an ex-officio member of the Greek Board of Directors and act as a liaison to the Panhellenic Council.
 - i. Collect and facilitate the consensus of men's fraternity philanthropy's for sorority presidents each semester.
 - j. Perform all other duties usually pertaining to this office, and as specified elsewhere in this constitution, by-laws, and recruitment rules.

2. The Vice President shall:
 - a. Perform the duties of the President in her absence, inability to serve or at her call, either in full, or as interim if she is unable to accept the position.
 - b. Preside over all Panhellenic Council Committees and coordinate the fall and spring Panhellenic Council retreats.
 - c. Be responsible for any special projects that the Executive Board assigns her.
 - d. Assist in the interview and selection of the Recruitment Team.
 - e. Call and preside over all Accountability Board hearings.
 - f. Interpret the Panhellenic constitution, by-laws, and all rules and resolutions of the Panhellenic Association of Louisiana State University.
 - g. Be responsible for the educational efforts of the Panhellenic Constitution, Bylaws, and all rules and resolutions of the Panhellenic Association of Louisiana State University.
 - h. Maintain a complete and current file of all materials related to this office.
 - i. Serve as the Council representative to the Greek Organization/University Accountability process.
 - j. Assist in the interview and selection of the Recruitment Team.
 - k. Perform all other duties usually pertaining to this office, and as specified elsewhere in this constitution, by-laws, and recruitment rules.
 - l. Maintain a complete and current file of all materials related to this office.

3. The Recruitment Vice President shall:
 - a. Be responsible for all Panhellenic membership recruitment efforts, to include but not limited to Fall and Spring recruitment, informational sessions and summer orientation session.
 - b. Assist in the interview and selection of the Recruitment Team, and any other recruitment chairman under her guise.
 - c. Work closely with chapter recruitment chairmen and advisors in facilitating the recruitment process.
 - d. Work cooperatively with the Recruitment Personnel Vice President.
 - e. Serve as facilitator of the New Member Delegates of the Panhellenic Council.
 - f. Perform all other duties usually pertaining to this office, and as specified elsewhere in this constitution, by-laws, and recruitment rules.
 - g. Maintain a complete and current file of all materials related to this office.

4. The Vice President of Public Relations shall:
 - a. Responsible for all social media network including but not limited to PHC Facebook, Greek Girls at LSU blog, PHC twitter, PHC instagram and PHC Pinterest.
 - b. Shall organize and execute public relations functions and events to promote the Panhellenic community in a positive light Develop and maintain positive reputation for the Panhellenic Community
 - c. Responsible for any advertising or promotion of events put on by any Panhellenic Council committee or the Panhellenic Executive Board. Ensure awareness of all upcoming events for the Panhellenic Council

- d. Shall promote academics through advertising Greek 4.0's as well as any other academic accomplishments each semester through various media outlets
Responsible for sending council updates to the Greek Life website director
5. The *Secretary/Extension* shall:
- a. Take attendance and keep record for every Panhellenic gathering (meetings, retreats, etc.)
 - b. Attend and prepare agendas and minutes for every Panhellenic Meeting in a timely fashion
 - c. Send weekly reminders for both PHC and Exec in order to assemble agendas
 - d. Prepare agendas and minutes for Panhellenic Exec and Council Meetings
 - e. Type up all contact sheets, letters, etc. for Panhellenic
 - f. Assist VP Recruitment with any tasks she needs completed such as returning phone calls, attending Recruitment informational sessions during the spring and summer, field questions from Potential Members and their parents about the Recruitment Process, etc.
 - g. *Serve as the liaison between the colonizing national sorority and the LSU Panhellenic Community*
 - h. *Work with current PHC Chapters to support the extension effort*
 - i. *Aid in developing and branding campus marketing*
 - j. *Organize and assist in recruiting activities*
 - k. *Coordinate and lead extension committee*
 - l. *Follow and complete NPC Extension procedure*
 - m. *Attend strategic colonizing meetings*
6. The Treasurer shall:
- a. Be responsible for the prompt payment of all bills of the Panhellenic Council.
 - b. Receive all payments due to the Panhellenic Council, collect all dues, and inform the President of those member fraternities who may be financially ineligible to vote.
 - c. Be responsible for the preparation of a monthly written financial report.
 - d. Assist in the interview and selection of the Recruitment Team.
 - e. Perform all other duties usually pertaining to this office, and as specified elsewhere in this constitution, by-laws, and recruitment rules.
 - f. Maintain complete and current files of all material related to this office.

ARTICLE V: DIRECTOR DUTIES

1. The Director of Recruitment Publications shall:
- a. Be responsible for the creation, contact, and coordination of The PM Journal, Girl Talk, Recruitment manual and all signage, as well as any other printed items as they relate to recruitment.
 - b. Be responsible for PM T-shirts.

- c. Take pictures for the use in publications, PHC website and Bid Day slide show.
2. The Director of Recruitment Registration shall:
 - a. Supervise the recruitment registration staff and process.
 - b. Maintain summer statistics.
 - c. Supervise on-campus living spreadsheets and communicate with Residential Life when needed.
 - d. Officially register Potential members.
 - e. Mail out Girl Talk upon registration completion
3. The Director of Recruitment Counselors shall:
 - a. Be responsible for all communication to the Recruitment Counselors.
 - b. Directly supervise Recruitment Counselors.
 - c. Coordinate Recruitment Team training details.
4. The Director of Recruitment Operations shall:
 - a. Responsible for all communication to the Operations Team.
 - b. Directly supervise the Operations Team.
 - c. Coordinate Recruitment Team training details.
 - d. Responsible for all recruitment supplies to include inventory (purchase and replenish) as well as daily distribution of supplies.
 - e. Responsible for the set up and organization of Lod Cook Recruitment office.
5. *The Director of Recruitment Personnel shall:*
 - a. *Organize and direct the Recruitment Team selection, training and organization of the recruitment counselor program.*
 - b. *Work cooperatively with the Recruitment Vice President in the execution of formal recruitment.*
 - c. *Maintain a complete and current file of all materials related to this office.*
 - d. *Perform all other duties usually pertaining to this office, and as specified elsewhere in this constitution, by-laws, and recruitment rules.*
6. *The Director of Recruitment Logistics shall:*
 - a. *Work on all logistical sides of Recruitment including but not limited to:*
 - b. *Responsible for all recruitment supplies to include inventory (purchase and replenish) as well as daily distribution of supplies.*
 - c. *Responsible for the set up and organization of Lod Cook Recruitment storage.*
 - d. *Secure Walkie-talkies and golf carts.*
 - e. *Ordering tents, chairs, fans, tables, trashcans, etc.*
 - f. *Coordinating with All-star catering for PMs*
 - g. *Managing parking and security*

ARTICLE VI: Attendance Guidelines for Executive Board and Directors

1. Executive Board Members shall attend all executive board, council, special, and specific responsibility meetings that are required as well as all Formal Recruitment related events. Excused absences are considered as the following:

- a. Class for graduating seniors
- b. Family emergencies
- c. Unavoidable work.

All excuses must be sent to the Panhellenic President two days prior to the meeting via email. Executive Board members are allowed two unexcused absences. A third unexcused absence is grounds for dismissal

2. Directors. All director meetings, council meetings for committee directors, special and specific responsibility meetings are required as well as all Formal Recruitment related events for recruitment related directors. Excused absences are considered as the following:
- a. Class for graduating seniors
 - b. Family emergencies
 - c. Unavoidable work.

All excuses must be sent to the Panhellenic Administrative Vice President two days prior to the meeting via email. Directors are allowed two unexcused absences. A third unexcused absence is grounds for dismissal.

3. Attendance of South Eastern Panhellenic Conference
- a. Executive board members and directors should attend the SEPC annually with expenses covered by the Panhellenic council budget. Failure to attend once all registration materials and arrangements are made shall result in the full financial refund and additional cancellation fees where applicable to the Panhellenic Council.

ARTICLE VII: DELEGATE RESPONSIBILITIES

All delegates shall have these responsibilities:

1. Liaison – The primary duty of the delegate is to act as a liaison between the Council and her chapter. This involves giving a full report of every Council meeting to her chapter, and following through with any request of her chapter or the Council. To perform this duty, attendance at all Council meetings is imperative.
2. Knowledge – The delegate is responsible for being familiar with NPC Policies, NPC Unanimous Agreements and Resolutions, Panhellenic Council Recruitment Rules and any other policies.
3. Stabilizer – The delegate should be the stabilizing force within her chapter, always working toward stronger Panhellenic relations. She should act as a calm, unbiased mediator in any problem.
4. Involved – The delegate is to be active in all Panhellenic functions, and cooperate in all activities with the utmost speed.

5. Educator – The delegate must educate her chapter on basic Panhellenic ideas, as she works to improve the Panhellenic spirit in her chapter. As the delegate, she will serve as an important role model to her chapter, showing a true Panhellenic spirit.
6. Attendance-guidelines per semester
 - a. Required – The senior, junior, and new member delegates are required to attend all Panhellenic Council meetings and retreats. If a delegate’s absence is unavoidable, a substitute delegate must be present. Junior delegates automatically move to the senior delegates’ chair.
 - b. If a delegate arrives to a council meeting after the Secretary completes roll call, the delegate will be marked tardy. Two tardies will constitute an absence.
 - c. Violations – If a delegate is absent for two Panhellenic Council meetings in one semester, with no substitute present, the delegate will be dismissed as a delegate. Three substitutes will also result in dismissal.

ARTICLE VIII: EXECUTIVE BOARD

The Executive Board shall:

1. Appoint all standing and special committees and their directors, assuring that the most member fraternities are represented in these appointments as possible.
2. Administer routine business meetings of the Panhellenic Council when advisable and such other business has been approved for action by Panhellenic Council vote.
3. Report all action taken by the Executive Board at the next regular meeting of the Panhellenic Council through officer reports and record the action in the minutes of that meeting.
4. Meet weekly with Panhellenic advisor at 4:00 p.m. on Wednesdays, unless there is an excused absence (see Attendance Requirements, Article VI).

ARTICLE IX: ACCOUNTABILITY BOARD

1. An Accountability Board shall be established in accordance with the National Panhellenic Conference’s recommended guidelines.
 - a. The Accountability Board will consist of four members of the Panhellenic Council and one alternate from five respective chapters chosen through an application process by the Vice President of Administration and approved by the Panhellenic Executive Board.
 - b. A Chapter advisor and alternate shall serve in an ex-officio capacity. This position rotates through the member groups each year.

- c. Accountability Board members may not concurrently hold another position on the Panhellenic Council, such as Director of a Committee.
 - d. No one member fraternity may hold more than one position on the Accountability Board, including the fraternities associated with the alternate and the Accountability Vice President.
 - e. Members may serve more than one term.
 - f. The Panhellenic Executive Board may remove any collegiate member of the accountability board by a two-thirds vote for failure to fulfill the duties and responsibilities of the position or failure to maintain confidentiality.
2. Accountability Board hearings shall be in accordance with the National Panhellenic Conference's guidelines.
 3. All violations of the rules and resolutions of the Panhellenic Association of LSU shall be reviewed and acted upon by the Accountability Board with the exception of the Recruitment rules which follow the NPC guidelines.

ARTICLE X: STANDING COMMITTEES

The Panhellenic Council shall maintain the following standing committees; a director for each committee shall be appointed at the discretion of the Panhellenic Executive Board and approved by the Panhellenic Council for a year's term. Should a vacancy arise, a new committee director will be appointed immediately by the Panhellenic Executive Board. Membership on each committee shall be appointed according to the preference of each delegate with the approval of the Panhellenic Executive Board in relation to the Panhellenic's need and size. The role of the delegate on the committee is to provide ideas and feedback to the director of the committee. The committees and general duties are as follows:

2. Philanthropy Committee- This committee shall plan and coordinate all volunteer efforts for designated philanthropic organizations. This committee will manage the selection of suitable philanthropic organizations for our Panhellenic Community. The Philanthropy committee will collaborate with appropriate groups on various philanthropic opportunities both locally and nationally. They shall foster a positive relationship with organizations outside of the Panhellenic Community such as but not limited to IFC, NPHC, GBOD, GLI, other various LSU Organizations, etc. The director of this committee will delegate responsibilities as well as act as the liaison between LSU Panhellenic and external organizations.
3. Panhellenic Community Committee- Shall be responsible for promoting strong relationships among the entire Panhellenic Community. Will plan and execute Panhellenic wide events as well as ensuring support of the various events hosted by individual chapters.
4. Council Sisterhood Committee- Shall be responsible for the well-being of the Panhellenic Council. Shall plan sisterhood activities for the council members to foster

relationships between the delegates and the Greek Community. Shall promote academics through programming and reward incentives within the Council.

The Director of the Committee will be selected by the Panhellenic Executive Board and is expected to maintain a level of standards and duties in her office. If the director fails to perform her duties and responsibilities she will be removed from her position at the discretion of the Panhellenic Executive Board. Should a vacancy arise, a new committee director will be appointed immediately by the Panhellenic Executive Board. The Director is responsible for:

- A. All planning and execution of committee sponsored programs, events and duties.
- B. Obtaining ideas and feedback through their committee.
- C. Maintaining all records with up to date information of the committee and all events/duties.
- D. Maintaining good communication with the Administrative Vice-President about events, duties and programs.
- E. Attend weekly Director Meetings with the Administrative Vice-President on Wednesdays at 2:00 p.m.
- F. See Attendance requirements Article VI.

ARTICLE XI: MEMBERSHIP RECRUITMENT

- 1. Formal Recruitment – An early Fall, formal Recruitment shall be held.
- 2. Preferential Bidding – The NPC Preferential Bidding system shall be used.
- 3. Continuous Open Bidding –
 - a. Except during the formal recruitment period, continuous open bidding shall be in effect during the college year for all eligible women students.
 - b. If a chapter has not filled quota during formal recruitment, it may do so in continuous open bidding even though it puts them over total.
- 4. Chapter Total – Every regularly enrolled new member, initiate, or affiliate of the chapter shall be counted in chapter total.
 - a. A list of pledged, initiated, and affiliated members shall be filed with Greek Life no later than the first week of classes each semester.
 - b. Any new member termination, active termination, or other change in membership shall be reported to Greek Life in a timely manner.
 - c. Panhellenic total is 312.
- 5. Recruitment Rules – Rules for the year shall be voted upon and announced by the Panhellenic Council on or before March 15 of the preceding Spring Semester and shall be considered and treated as an official Panhellenic document.

6. Spring Recruitment – A Spring Recruitment may be held early in the spring semester. Details shall be determined by the Recruitment Vice President with consensus of chapter recruitment chairmen and advisors in the fall semester.
7. Recruitment Team Requirements – to be a recruitment team member during fall formal recruitment, an active chapter member
 - a. Must have participated in fall formal recruitment as a Potential Member at LSU.
 - b. Must have participated, as an active collegian, in fall formal recruitment at LSU.
 - c. Must not have a sister going through recruitment.
 - d. Must have at least a 2.7 G.P.A. and be in good standing with the University and their chapter.
 - e. Must abide by the Panhellenic Council Constitution, Bylaws, and Recruitment Rules.
 - f. Must have a genuine interest in being an exemplary example of the Greek community.

ARTICLE XIII: NEW MEMBER PERIOD AND INITIATION

1. Potential Member Eligibility – A woman must be a regularly enrolled student at LSU, transfer student, or must have been accepted for admission (including provisionally admitted) to LSU and have plans to attend, in order to be eligible for recruitment and becoming a new member.
2. New Member – A Panhellenic Association member fraternity may not issue an invitation to membership or accept a woman as a formal new member during the summer period.
3. Initiation – A new member must be a regularly enrolled student at LSU to be eligible for initiation. She may be initiated whenever she has met the requirements of the fraternity to which she has become a member.

ARTICLE XIV: EXTENSION

1. College Panhellenic will follow NPC Extension procedures and protocol unless otherwise notified.
2. Consideration shall be given to NPC fraternities that have previously had chapters on the campus and to those NPC fraternities which have filed letters expressing interest in the campus.

ARTICLE XV: ADMISSION OF NEW MEMBER GROUPS

1. Colonies – A local colony on campus, after being officially recognized by the university, shall petition the Panhellenic Council for membership, stating aims and membership. A colony shall be given Provisional Membership in the Panhellenic Association by the Panhellenic Council.
2. New Chapters – Upon formal installation, a new chapter (Provisiosnal Member Fraternity) shall be extended the full privileges of Regular Membership in the Panhellenic Association by the Panhellenic Council.

ARTICLE XVI: RULES OF ORDER

The Panhellenic Association and its Panhellenic Council shall be governed by Robert's Rules of Order Newly Revised, except in matters specifically provided for in the Constitution or By-laws.

ARTICLE XVII: AMENDMENTS RESOLUTIONS

These by-laws may be amended by two-thirds vote of the voting members of the Panhellenic Council provided notice of the proposed amendment has been given in writing at the preceding business meeting subject to the approval of the Dean of Students or his/her designee.

RESOLUTIONS

IFC/PHC Resolution for the Philanthropy Event Detail Form

Rationale: The demand for philanthropic participation of Greek members is consistently high, and has further created a negative effect on the Greek Community of Louisiana State University through: (1) financially straining fraternity and sorority chapters, (2) over-programming our fraternity and sorority chapter members, and (3) compromising the risk management policies of fraternity and sorority chapters.

We, as the members of the Louisiana State University Interfraternity and Panhellenic Association establish the following for fraternity and sorority participation in ALL philanthropic events for the purpose of promoting positive philanthropic events and overall spirit in our Greek Community.

- 1) Chapters are able to participate in Philanthropy events if registered by the second day of the classes if the event is within the first 14 days of the semester. All other events must be registered by the 14th day of classes. Dates and details of the philanthropic events should be communicated to the IFC and PHC President. This applies to IFC and PHC philanthropy and is the first step. After that, Greek Life policies go into effect (“All completed forms will be listed on the Greek Life calendar on a first come, first serve basis. One sorority and one fraternity will occupy a weekend. If a chapter wants to host their event on a booked weekend, the president requesting the weekend shall seek permission from the president(s) securing the weekend and provide an email to the Greek Life confirming their consent”).
 - (a) **Effective January 7, 2013**
- 2) Dates may not be changed after the event has been approved unless weather conditions prohibit the event from occurring. Should dates change after it is approved, fraternity or sorority chapters will determine their participation based on the new information and the consensus of the presidents.
- 3) Chapter participation is limited to two days which includes only one point based event each day.
 - i) Fraternities must provide the PHC President with a detailed description of events on a separate form, with date, time and place, stating the purpose of the point based event, specific rules and the expectations of the sororities, including t-shirt prices, scoring of events, etc. at least twenty-one (21) calendar days prior to the event. Should the event fall within the first 21 days of a new semester, the details will need to be submitted over the holiday. Until approved, no chapter announcements will be allowed.
 - ii) Sororities must provide the IFC President with a detailed description of events on a separate form, with date, time and place, stating the purpose of the point based event, specific rules and the expectations of the sororities, including t-shirt prices, scoring of events, etc. at least twenty-one (21) calendar days prior to the event. Should the event fall within the first 21 days of a new semester, the details will need to be submitted over the holiday. Until approved, no chapter announcements will be allowed.
- 4) Upon agreement of participation in activities by the presidents, the IFC and PHC Presidents will vote by a majority on the philanthropy events of the opposite’s council. All fraternities and sororities must comply with the majority vote. Chapters may not require participants to

purchase t-shirts or any specialty items for the event. Individual chapter members may attend non-point based events; however chapters may not encourage, suggest, or require that members attend.

- 5) ALL chapters may **pay no more than \$100 registration fee to a philanthropic event.** Additional individual members may participate separately from their chapter, as long as they pay their own fee and do not associate themselves with the chapter (i.e. cannot compete for their chapter, win points for their chapter, wear chapter letters, have a team name that corresponds to their chapter, etc.) Chapters will write the check directly to the philanthropy.
- 6) No Kidnapping.
- 7) LSU Student Organization rules and policies must be followed to include no auction of members, scavenger hunts, no alcohol related activities, and prior approval of forms.
- 8) Violation of these guidelines:
 - i) By Panhellenic Association members deemed by the Panhellenic Executive Board shall be referred to the Panhellenic judicial board.
 - ii) By Interfraternity Council Members deemed by the Interfraternity Executive Board shall be referred to the Interfraternity judicial board.

Effective August 1st, 2013

LSU IFC Fraternity/PHC Sorority Social Contract Regarding Exchanges

It is agreed by all fraternities and sororities hereto signed; to abide by the following rules that will govern exchanges at local bars:

- 1) The contract between the restaurant/bar and the Greek chapter will be for rental of the facility ONLY.
- 2) In the agreement, the restaurant/bar may offer “specials” where drink prices are lower than the normally charged prices, but are still sold for a “reasonable” price. negotiated prices on alcoholic drink specials shall not drop below these “reasonable” prices:
 - \$2.00 premium brand mixed drinks, high-balls, cocktails, or frozen drinks,
 - \$1.00 long neck beers,
 - \$0.50 for 8 oz. draft, \$0.75 for 12 oz. draft,
 - For cup sizes other than 8oz. or 12 oz., the “reasonable” price is \$0.25 per 4 oz. draft beer.
 - Shots are prohibited.(Although these prices are recommended, collective bargaining may be beneficial.)
- 3) Each person in attendance will purchase drinks on his/her own free will individually and/or for any guest he or she chooses.
- 4) There will be NO OPEN BAR or bar tabs paid for by the fraternity or sorority, by an individual member on behalf of the chapter, or by a third party on behalf of the chapter, under any circumstances. Money, either cash or a credit to an individual credit card must exchange hands between the patrons and the staff with each drink

purchase. However, subject to the above provisions, this provision (#4) is not designed to prohibit individual members from opening bar tabs under his/her own name to purchase drinks.

- 5) If the fraternity/sorority hosting the Exchange is found to be in violation of items 2, 3 or 4, by any party, the highest ranking officer of each group will meet immediately at the event and review the matter to assure compliance. If the issue cannot be resolved, the restaurant/bar and all fraternity/sorority members will be notified and all will leave the exchange immediately. The exchange will end and no refunds should be granted.
- 6) If a fraternity/sorority is charged with a violation and the charged party disputes the violation, the dispute shall be brought before a joint meeting of the IFC and PHC Judicial Boards at their next regularly scheduled meeting. The majority decision of this joint panel shall be final. If the disputing chapter is found by the joint Judicial Board not to have been in violation of this contract, then the accusing chapter shall refund the monetary loss incurred by the disputing chapter because of the alleged violation.
- 7) If a fraternity/sorority is found to have violated provisions 2, 3 or 4 of the contract after a complete review of the reported violation(s) as set forth immediately above, no fraternities/sororities shall participate with the offending fraternity/sorority in an exchange for the remainder of the semester. A second violation within the six-month period will result in no fraternities/sororities participating in an Exchange with this chapter for six months or the remainder of the academic year, whichever is longer. All chapter advisors will be notified of any violation by email by the chapter advisor of the reporting fraternity/sorority.
- 8) This contract will be executed each spring semester at the first joint meeting of chapter presidents and advisors.
- 9) Only fraternities and sororities who execute this contract will participate with each other in Exchanges.

Effective February 22, 2008

Pledge Pick-up Resolution

1. The practice of pledge pick up will no longer include alcohol during the pick-up, riding in the back of trucks, and the physical lifting of sorority new members over the shoulders of fraternity new members.

Adopted by IFC and PHC presidents and advisors November 4, 2004

Post Bid Day Party Resolution

It is agreed by all chapter presidents and advisors, hereto signed; to abide by the following:

1. No chapter will plan, coordinate, communicate, sponsor, fund, or participate in any events on the Sunday after bid day that involves alcohol where New Members are involved.
2. Chapters found in violation of this Resolution will lose social privileges with alcohol on and off campus for one month following the judicial process.

Proposed by PHC presidents and advisors November 3, 2010

PHC Sororities Non-Philanthropic Social Resolution

Rationale: The demand for participation in non-philanthropic socials by chapter members is consistently high, and has further created a negative effect on the Panhellenic Community at Louisiana State University through: (1) financially straining sorority chapters, (2) over-programming our sorority members, and (3) creating excessive additional responsibilities of house directors and chapter advisors.

We, as the members of the Louisiana State University Panhellenic Association establish the following for sorority participation in non-philanthropic, community wide socials for the purpose of promoting positive Panhellenic spirit within the Greek Community.

1. A non-philanthropic social will be defined as: (1) an event that does not benefit the chapter's local or national philanthropy monetarily, (2) open to all PHC sorority members at Louisiana State University, (3) does not have any requirement for admission, (4) does not last more than two hours, and (5) PROMOTES Panhellenic unity and sisterhood.
2. Sorority chapters will be limited to hosting one non-philanthropic social per academic year. Chapter presidents will draw slips of paper labeled Fall or Spring from a bowl at the last Presidents Cabinet meeting of the Spring semester in order to determine which semester they will have their event. They will have the opportunity to switch the semester they received if another chapter president wishes to trade as well.
3. Sorority chapters are able to plan and execute non-philanthropic socials only after notifying the Panhellenic President of the date and time of the event. Event dates may be submitted starting the first day of classes and are due by the second Panhellenic council meeting each semester. No chapter may have a non-philanthropic social on the same night. Priority will be given to the chapter who submits their date and time of the event first. Should dates change after the first Panhellenic Council meeting, the chapter must receive permission from all other chapter presidents.
4. Violations of these guidelines will result in suspension from hosting a non-philanthropic social the next calendar year.

Adopted February 6, 2012